

## RECOMMENDATION TRACKING REPORT Q3 2020/21 - REC'S NOT IMPLEMENTED

Audit Title	Date Final Issued	Date of Follow up Completed	Assurance Rating	Recommendations Not Implemented				
				Report Ref	Risk Rating	Agreed Imp. Date	Recommendation	Reason / Comments
Squid System	23/01/20	08/12/20	Substantial Assurance	2.4.5	MR	Jun-20	All schools with a balance on their Discretionary Account should be invoiced annually.	Target date for invoicing was June 2020 then annually thereafter, but due to Covid the schools were not invoiced in June 2020. Invoices will be raised before the end of the financial year and annually thereafter before the end of the academic year.
Knotweed Service	03/09/20	04/01/21	High Assurance	2.7.1 c)	LR	Oct-20	All records must be disposed of in accordance with the Council's official retention policy.	Implementation is ongoing. This process has started and staff have been advised to dispose of relevant files.
Health, Safety & Wellbeing	05/03/19	04/01/21	Substantial Assurance	2.1.1 c)	MR	Sep-19	The Council's Contract Procedure Rules should be adhered to for all purchases of goods or services made by the Teams. Further guidance can be obtained from staff in Commercial Services.	There won't be any potential capacity to pursue until likely autumn 2021 at the earliest given the role in the pandemic response.

**Key**

**HR** - High Risk. **MR** - Medium Risk. **LR** - Low Risk. **GP** - Good Practice.